

Full Council

Thursday, 23 July, 2015, at 1.30 pm or at the conclusion of Question Time, whichever is the later, in the Council Chamber, County Hall, Preston.

Agenda

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- B. Matters for Information**
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10. **Report of County Council Committees**

To receive reports from:

- (a) **The Overview and Scrutiny Committees** (Pages 71 - 76)
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- (c) **Report of the Pension Fund Committee** (Pages 83 - 90)
- (d) **Report of the Urgency Committee** (Pages 91 - 92)

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C. Notice of Motion

To consider any Notices of Motion submitted under Standing Order No. 14.2.1.

Jo Turton
Chief Executive

County Hall
Preston

20 July 2015

Agenda Item 3

Minutes

At a meeting of the Full Council held at Council Chamber, County Hall, Preston,
on Thursday, 21 May, 2015

Present:

County Councillor Margaret Brindle (Chair)

County Councillors

T Aldridge	K Ellard	Mrs L Oades
A Ali	J Fillis	J Oakes
A Atkinson	J Gibson	M Otter
A Barnes	G Gooch	M Parkinson
M Barron	M Green	N Penney
L Beavers	J Hanson	M Perks
D Borrow	Dr M Hassan	C Pritchard
P Britcliffe	P Hayhurst	S Prynne
I Brown	C Henig	A Schofield
K Brown	N Hennessy	K Sedgewick
T Brown	S Holgate	S Serridge
P Buckley	D Howarth	J Shedwick
T Burns	K Iddon	R Shewan
Mrs S Charles	M Iqbal	D T Smith
A Cheetham	A James	K Snape
A Clempson	M Johnstone	J Sumner
D Clifford	A Jones	V Taylor
Mrs F Craig-Wilson	A Kay	M Tomlinson
C Crompton	J Lawrenson	C Wakeford
M Dad	D Lord	D Watts
B Dawson	T Martin	D Westley
F De Molfetta	J Mein	D Whipp
C Dereli	G Molineux	P White
M Devaney	Y Motala	G Wilkins
G Dowding	B Murray	B Winlow
G Driver	D O'Toole	B Yates

1. Apologies and Announcements

Apologies for absence were presented on behalf of County Councillors Tim Ashton, Richard Newman-Thompson, Sandra Perkins, Paul Rigby and David Stansfield.

Announcements

Deaths

The Chairman reported the sad death of former County Treasurer, Mr Bill Jolliffe, who passed away after a short illness on 16 February 2015, aged 89. He had been the County Treasurer for nearly ten years from the mid-1970s.

The council stood in silent tribute and condolences were offered to his family.

Awards

The Chairman was proud to announce the following awards:

i. The Historic Bridge & Infrastructure Awards - Crook O'Lune East Viaduct in Lancaster

The County Council had been awarded a commendation from The Historic Bridge and Infrastructure Awards for its work, with others, to restore the Crook O'Lune East Viaduct in Lancaster. The county council designed and project- managed the scheme.

Kim Whalley, Senior Engineer (Highways) attended Full Council to represent the team.

ii. 2015 Recruiter Awards for Excellence – Best School Leaver Recruitment Strategy National Winners

The County Council's Employment and Support Team in the Skills, Learning and Development Service had won in the category 'Best School Leaver Recruitment Strategy' at the 2015 'Recruiter Awards for Excellence'.

The following officers attended to represent the team with their manager, Anne-Marie Morgan:

- Mike Barnes – Future Horizons
- Bee Bowman – Apprenticeships
- Bina Limbachia – Professional Apprenticeships and Trainees
- Nicola Clayton - WorkStart
- Scott Panaro - Ex Service Personnel Mentor

iii. LGIU Councillor Achievement Award

County Councillor Darren Clifford, Armed Forces and Veterans' Champion, had received an LGIU Councillor Achievement Award for the support he gives to the armed forces and veterans' community.

iv. Chief Investment Officer Magazine's European Innovation Award for Public Sector Fund

Lancashire County Pension Fund had been awarded the '**European Innovation Award for Public Sector Fund (below 15 billion Euro)**'.

The following officers attended to represent the team:

- George Graham, Director of Lancashire County Pension Fund
- Mike Jensen, Chief Investment Officer
- Keith Angood, Assistant Analyst

The Chair asked that the Council's congratulations for the above awards be placed on record.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

The Full Council was notified that Members had been invited to make declarations of Pecuniary and Non-Pecuniary interests in matters on the agenda in accordance with the County Council's Code of Conduct for Members:

No declarations were made.

3. Election of Chairman

(County Councillor Kevin Ellard, the retiring Chair of the County Council presided for this item)

It was moved by County Councillor Bill Winlow and seconded by County Councillor Dorothy Lord that County Councillor Margaret Brindle be elected Chairman of the County Council.

There being no other nominations, it was:

Resolved: That County Councillor Margaret Brindle be elected Chairman of the County Council until the Annual Meeting of the Full Council in 2016.

County Councillor Brindle then took the Chair and made her Declaration of Acceptance of Office.

The Chairman paid tribute on behalf of Members to the valuable service tendered by the retiring Chairman, County Councillor Kevin Ellard.

4. Appointment of Vice Chairman

It was moved by County Councillor Darren Clifford and seconded by County Councillor Bill Winlow that County Councillor Janice Hanson be appointed Vice-Chairman of the County Council.

There being no other nominations, it was:

Resolved: That County Councillor Janice Hanson be appointed Vice-Chairman of the County Council until the Annual Meeting of the Full Council in 2016.

County Councillor Hanson then took her place and made her Declaration of Acceptance of Office.

5. Confirmation of Minutes from meetings held 12 and 26 February 2015

Resolved: That the Minutes of the meetings of the County Council held on the 12 February and 26 February 2015 be confirmed and signed by the Chair.

6. Political Governance Working Group

At the meeting of the Full Council on 18 December 2014, the initial recommendations of the Political Governance Working Group had been presented. At that meeting, it had been agreed that a small number of outstanding issues should continue to be explored by the Working Group, with a further report to this meeting.

In moving the report County Councillor David Borrow drew attention in particular to the recommended changes to the Call In rules as set out in the report now presented.

Resolved: That:

1. i. The Commons and Town Greens Sub Group and Standing Joint Health Scrutiny Committee be disestablished.
- ii. The Overview and Scrutiny Call In rules be amended to include the following:
 - "Where a decision was subject to consideration by the Executive Scrutiny Committee, and where
 - i. no amendments had been proposed by the Executive Scrutiny Committee, and
 - ii. the decision made was as set out to the Executive Scrutiny Committee

Then the Call In request must come from 5 county councillors representing more than one single political group."

- iii. The Call In rules be amended to allow a submission to be made electronically via email.
2. The Political Governance Working Group be requested to conduct a review of Locality working and Full Council procedures and report on the outcome to a future meeting of Full Council.
3. The Director of Governance, Finance and Public Services be authorised to approve any consequential amendments to the Constitution arising from the decisions at 1 above.

7. Membership of Committees and Related Appointments for 2015/16

The Full Council was asked to:

- i. Determine the constitution and membership of Committees for 2015/16, as set out at a) in the report now presented; and.
- ii. Consider the appointment of the Chairs and Deputy Chairs of Committees for 2015/16, as set out at b) in the report now presented.

The Leader moved the report and proposed the names of Chairs and Deputies to be appointed, as set out below, which were seconded by County Councillor David Borrow. In moving the report the Leader pointed out that the Commons and Town Greens Sub-Committee and Pension Administration Sub-Committee had now been disestablished.

Resolved: That:

- i. The appointment of Members to Committees for 2015/16 in the proportional balances set out in the report now presented be approved, on the basis of nominations being made by the respective Political Groups in writing to the County Secretary and Solicitor;
- ii. The appointments of Chairs and Deputy Chairs of Committees for 2015/16, as now reported and set out below, be approved.

Committee	Chair	Deputy
Urgency Committee	J Mein	D Borrow

Overview and Scrutiny

Scrutiny Committee	B Winlow	A Barnes
Health Scrutiny	S Holgate	Y Motala
Education Scrutiny	C Dereli	S Charles
Executive Scrutiny	B Winlow	A Barnes

Other Committees

Developmental Control	M Dad	K Ellard
Regulatory	J Oakes	K Snape
Audit & Governance	T Brown	D Clifford
Pension Fund	K Ellard	M Parkinson
Corporate Complaints	M Iqbal	T Brown
Student Support Appeals	S Prynne	C Dereli
Employment Committee	J Mein	D Borrow

8. Appointment to Local Government Association General Assembly; Special Interest Group on Coastal Issues; County Councils' Network for 2015/16

The Full Council was asked to approve the appointment of representatives to serve on the Local Government Association (LGA) General Assembly for 2015/16 and to attend the Annual General Meeting of the General Assembly on 30 June 2015. The Full Council was also asked to appoint a representative to serve on the LGA Special Interest Group on Coastal Issues for 2015/16 and up to four representatives to serve on the County Councils' Network in 2015/16.

Resolved: That,

- i. County Councillors Jennifer Mein, David Borrow, John Fillis and Albert Atkinson be appointed to serve as the County Council's representatives on the Local Government Association (LGA) General Assembly for 2015/16;
- ii. The representatives approved at (i) above (or nominated substitutes) together with County Councillor Bill Winlow from the Liberal Democrat Group, acting in an observer capacity, be authorised to attend the 2015 Annual Meeting of the LGA General Assembly to be held in Harrogate on 30 June, and that County Councillor Mein carry the County Council's 12 corporate votes;

- iii. County Councillor Janice Hanson be appointed to serve of the Special Interest Group on Coastal Issues for 2015/16; and
- iv. County Councillors Jennifer Mein, David Borrow, Azhar Ali and Albert Atkinson be appointed to the County Councils' Network.

9. Combined Fire Authority - Appointment of County Council Representatives for 2015/16

The Full Council was asked to approve the appointment of 19 Members to serve on the Lancashire Combined Fire Authority until the Annual Meeting of the Full Council in 2016 on the basis of 9 Labour Members; 8 Conservative Members; 1 Liberal Democrat Member and 1 Independent Member.

Resolved: That the following Members be appointed to serve on the Lancashire Combined Fire Authority (CFA) until the Annual Meeting of the Full Council in 2016.

Labour	Conservative	Liberal Democrat	Independent
T Aldridge	P Britcliffe	J Sumner	E Oades
A Barnes	K Brown		
T Burns	G Gooch		
C Crompton	M Green		
F De Molfetta	D O'Toole		
S Holgate	M Perks		
R Newman-Thompson	J Shedwick		
M Parkinson	D Stansfield		
D Watts			

10. Police and Crime Panel for Lancashire - Appointment of County Council Representative for 2015/16

The Full Council was asked to approve the appointment of one member to serve on the Police and Crime Panel for Lancashire until the Annual Meeting of the Full Council in 2016.

Resolved: That the Lancashire County Council representative on the Police and Crime Panel would be County Councillor Jennifer Mein until the Annual Meeting of the County Council in 2016.

11. Electoral Review of Lancashire County Council's Area

The report explained that the Local Government Boundary Commission for England (LGBCE) had commenced an electoral review of the County Council's electoral arrangements and that the first stage of the review was for the County

Council to make a submission to the Commission on future Council size by 22 May.2015.

In moving the report, the Deputy Leader reported that the Political Governance Working Group had met to consider council size and recommended that the future size of the Council should remain at 84

Resolved: That,

1. The Political Governance Working Group's recommendation, that a future Council size of 84 be adopted as part of the current electoral review of the County Council, be approved.
2. The formal submission on Council size to the LGBCE, as set out in Appendix A to the report now presented, be approved.

12. Report of the Cabinet (Part B)

The Leader of the Council moved Part B of the report of the Cabinet from its meetings on 5 March and 2 April 2015.

Resolved: That Part B of the report of the Cabinet from its meetings on the 5 March and 2 April 2015 be noted.

13. Report of Urgent Key Decisions

Resolved: That the report of Urgent Key Decisions taken by the Deputy Leader of the County Council, the Cabinet Member for Children, Young People and Schools, the Cabinet Member for Adult and Community Services and the Cabinet Member for Health and Wellbeing during the preceding three months, as now presented, be noted.

14a. The Overview and Scrutiny Committees

County Councillor Bill Winlow presented the reports of the Overview and Scrutiny Committees as follows:

- Scrutiny Committee – 13 February, 13 March and 17 April 2015
- Health Scrutiny Committee - 4 March and 14 April 2015
- Education Scrutiny Committee - 24 March 2015

Resolved: That the reports of the Overview and Scrutiny Committees, as now presented, be noted.

14b. Audit and Governance Committee

County Councillor Clare Pritchard presented the report of the Audit and Governance Committee from its meeting on the 30 March 2015.

Resolved: That the report of the Audit and Governance Committee, as now presented, be noted.

14c. Pension Fund Committee

County Councillor Terry Burns presented the report of the Pension Fund Committee from its meeting on the 27 March 2015.

Resolved: That the report of the Pension Fund Committee, as now presented, be noted.

14d. Urgency Committee

The Leader presented the report which set out decisions of the Chief Executive taken under the Council's Urgent Business Procedure on behalf of the Urgency Committee.

Resolved: That the report of decisions taken on behalf of the Urgency Committee, as now presented, be noted.

15. Report of the Combined Fire Authority

County Councillor Frank De Molfetta presented the report of the Lancashire Combined Fire Authority from its meeting on the 27 April 2015.

Resolved: That the report of the Lancashire Combined Fire Authority, as now presented, be received.

Notices of Motion submitted under Procedural Standing Order 14.2.1(a).

1. It was moved by County Councillor Bill Winlow and seconded by County Councillor David O'Toole that:

Alt Crossens Catchment Pumping Stations, West Lancashire

The County Council notes the Environment Agency's response to the Scrutiny Committee's recommendations requesting that the proposals to switch off the secondary pumping stations in the Alt Crossens catchment be withdrawn. In light of the Environment Agency's intention to press ahead with the proposals to switch off the pumping stations, the Chief Executive is requested to write to the Department for Environment, Food and Rural Affairs (DEFRA) setting out the County Council's opposition to the proposals and requesting that DEFRA revises

the remit of the Environment Agency in respect of flood risk management priorities to include the protection of agricultural land where it contributes significantly to the economy of the area.

We also wish to express to DEFRA our concerns about the role of United Utilities in relation to the management of surface water. United Utilities collects a charge from residents to remove their surface water, but no longer admits to any responsibility for this service. Furthermore, it appears that it cannot under present legislation make a contribution to an Internal Drainage Board (IDB) should one be newly set up in the Alt-Crossens area.

This limited responsibility also affects their role in the planning process at District level. Many of the proposed new developments within the Crossens catchment are reliant on the network of pumps to convey the treated effluent to the Crossens pumping station and we feel that United Utilities' remit should reflect the importance of maintaining the pumping system as an integral part of the water management system serving the Crossens catchment of West Lancashire.

On being put to the vote the motion was carried and it was:

Resolved: That,

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2. It was moved by County Councillor David Borrow and seconded by County Councillor Jennifer Mein that:

Council resolves:

1. To write to the Secretary of State for Environment, Food and Rural Affairs expressing concern at both current and proposed further water service charges affecting Lancashire County Council.
2. Council asks the Secretary of State to note that surface water highway drainage charges applied by United Utilities to local authorities are already charged at the highest rates in England and Wales. Her attention is drawn to United Utilities' proposals to phase-in new and further charges for Council premises and open spaces from April 2016 at a time when this local Government has sustained prolonged and unprecedented budget reductions.
3. The Secretary of State is asked to note the significant difference between what Councils within the United Utilities region are charged and what level of water services charges are applied to local authorities by all other water and sewerage companies in other regions
4. Council calls upon the Secretary of State to commission an independent review of the differing scale of charges facing public sector services for water and sewerage services. They are further asked to revise guidance on concessionary schemes that relate to section 43 of the Flood and Water Management Act 2010 to make clear that community assets managed by local authorities can be included within a concessionary scheme.

On being put to the vote the motion was carried and it was:

Resolved: That,

Council resolves:

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2. Council asks the Secretary of State to note that surface water highway drainage charges applied by United Utilities to local authorities are already charged at the highest rates in England and Wales. Her attention is drawn to United Utilities' proposals to phase-in new and further charges for Council premises and open spaces from April 2016 at a time when this local Government has sustained prolonged and unprecedented budget reductions.
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3. It was moved by County Councillor Paul Hayhurst and seconded by County Councillor Liz Oades that:

This Council urges the new government to extend to the people of Lancashire the same rights as those proposed for Scotland in relation to shale gas, with any decisions regarding exploration or extraction in Lancashire devolved to Lancashire County Council.

On being put to the vote the motion was lost and it was:

Resolved: That the motion be not carried.

Jo Turton
Chief Executive

County Hall
Preston

Full Council

Meeting to be held on 23 July 2015

Electoral Division affected: All

The Council's Code of Corporate Governance

(Appendix A refers)

Contact for further information:

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Executive Summary

The Audit and Governance Committee have considered and approved a revised Code of Corporate Governance for the County Council.

The County Council originally approved and adopted a Code of Corporate Governance in January 2008 which has not been reviewed since. A commitment in the Annual Governance Statement for 2013/14 was to review the Code during 2014/15.

The draft revised version of the Code of Corporate Governance and Action Plan is presented for the Full Council's approval at Appendix A. The Audit and Governance Committee have recommended that the Code once adopted be reviewed by the County Council every year.

Recommendation

The Full Council is asked to approve the draft revised Code of Corporate Governance set out at Appendix A, and agree that once adopted the Code be reviewed by the County Council every year.

Background and Advice

The County Council has previously approved and adopted a Code of Corporate Governance. The Code was adopted in January 2008 and has not been reviewed since. A commitment in the Annual Governance Statement for 2013/14 was to review the Code during 2014/15.

Good governance is about ensuring that the Council does the right things, in the right way, in a timely, open, and accountable manner. It must therefore include the systems, processes, cultures and values by which services are directed and controlled, and by which we are accountable to, and engage with our stakeholders and communities.

CIPFA and the Society of Local Authority of Chief Executives (SOLACE) have provided best practice guidance on establishing a local Code of Corporate Governance: Delivering Good Governance in Local Government Framework document. The Code should articulate the expected standards, principles and values by which Lancashire County Council Officers and Members will operate.

There should be clear links between the principles of the Code, and the governance framework of strategies, policies and procedures which underpin the Code.

The Code should be consistent with the principles of the CIPFA/SOLACE Framework which defines the following six core principles, each supported by subprinciples that should underpin the governance framework of a local authority:

1. Focusing on the purpose of the authority and on outcomes for the community and creating and implementing a vision for the local areas
2. Members and officers working together to achieve a common purpose with clearly defined functions and roles
3. Promoting the values of the authority and demonstrating the values of good governance through upholding high standards of conduct and behaviour
4. Taking informed and transparent decisions which are subject to effective scrutiny and managing risks
5. Developing the capacity and capability of members and officers to be effective
6. Engaging with local people and other stakeholders to ensure robust public accountability

The Audit and Governance Committee in April considered an initial draft of a revised Code. The draft revised Code includes an Action Plan setting out those governance framework processes that have been identified for action for the coming year.

The revised Code is in a new format including sources of evidence providing clarity for Members, Officers and stakeholders about how the organisation uses the principles of the Code in practice.

The Committee in June approved a final version of the draft Code and updated Action Plan, and recommended that once adopted by the Full Council the Code should be reviewed on an annual basis.

The Full Council is asked to approve the draft revised Code of Corporate Governance for the County Council 2014/15 as set out at Appendix A. Once approved the Code is adopted it will be widely communicated to members, officers and stakeholders.

The Full council is also asked to agree that once approved the Code will be reviewed by the County Council every year.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

Good governance enables an authority to pursue its vision effectively as well as underpinning that vision with sound arrangements for control and management of risk. An Authority must ensure that it has a sound system of internal control which includes effective arrangements for the management of risk. Failure to develop and maintain a local Code of Corporate Governance and publish an AGS means the Council would be negligent in its responsibilities for ensuring accountability and the proper conduct of public business.

Legal Implications

The Council must adopt a Code of Corporate Governance which has been produced to the standards prescribed in the best practice guidance in order to prepare the Annual Governance Statement (AGS). The best practice guidance is recognised as the CIPFA/SOLACE Framework: Delivering Good Governance in Local Government (2007).

Financial Implications

Good governance leads to good management, good performance and good stewardship of public money, good public engagement and ultimately good outcomes for citizens and service users. However, there are costs associated with embedding and continuing good governance practices, and as the Council's organisational structures develop, the costs associated with governance need to be monitored to ensure they remain proportionate.

Local Government (Access to Information) Act 1985

List of Background Papers

Paper	Date	Contact/Service/Tel
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N/A

Reason for inclusion in Part II, if appropriate

N/A

Code of Corporate Governance

What is Corporate Governance?

Corporate governance is about the systems, processes and values by which Councils operate and by which they engage with, and are held accountable to, their communities and stakeholders.

Lancashire County Council is committed to the principles of effective corporate governance and has therefore adopted a Code of Corporate Governance which follows the latest guidance issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE), entitled “Delivering Good Governance in Local Government”

The guidance defines the six core principles, each supported by sub-principles that should underpin the governance framework of a local authority.

- Focusing on the purpose of the authority and on outcomes for the community and creating and implementing a vision for the local area
- Members and officers working together to achieve a common purpose with clearly defined functions and roles
- Promoting the values of the authority and demonstrating the values of good governance through upholding high standards of conduct and behaviour
- Taking informed and transparent decisions which are subject to effective scrutiny and managing risks
- Developing the capacity and capability of members and officers to be effective

- Engaging with local people and other stakeholders to ensure robust public accountability.

What are the benefits of having a Code of Corporate Governance?

Good governance leads to good management, good performance, good stewardship of public money, good public engagement and ultimately good outcomes for citizens and service users. It enables the Council to pursue its vision effectively as well as underpinning that vision with mechanisms for control and the management of risk.

Lancashire County Council has a robust governance framework in place. The documents and arrangements which comprise the framework demonstrate that the Council continually seeks to ensure it is and remains, well governed, through integration of with the core principles of the CIPFA/SOLACE framework into all aspects of the Council’s conduct and operation.

The Monitoring Officer is responsible for ensuring the Code is reviewed annually, and the outcome of the review, along with adoption of any revision to the Code is reported to the Audit and Governance Committee for approval.

The production of the Annual Governance Statement, in compliance with the Accounts and Audit Regulations 2011, is presented to the Audit and Governance Committee annually in conjunction with the Statement of Accounts.

Action Plan

Attached at Annex 1 are the governance framework processes that have been identified for action.

Suggested revised format for the Local Code of Corporate Governance (Principle 1)

Principle 1: Focusing on the purpose of the authority and on outcomes for the community and creating and implementing a vision for the local areas:		
Supporting Principles	To meet the requirements of this Principle, Lancashire County Council will;	This will be evidenced by:
1.1 Exercising strategic leadership by developing and clearly communicating the authority's purpose and vision and its intended outcome for citizens and users	Develop and promote the authority's purpose and long term vision	<ul style="list-style-type: none"> • Corporate Strategy • Lancashire Health & Wellbeing strategy • Community Safety Agreement 2014-16 • Director of Public Health Annual report • Children & Young People's Plan 2014-17 • Lancashire Strategic Economic Plan & Lancashire Growth Plan • Medium Term Financial Strategy • Money Matters Budget Reports
	Review on a regular basis the authority's priorities and its implications for the authority's governance arrangements	<ul style="list-style-type: none"> • Quarterly Quality of Service reporting • Annual Governance Statement production • Annual budget and service offers/plans
	Communicate the authority's activities and	<ul style="list-style-type: none"> • Statement of Accounts

	<p>achievements, its financial position and performance</p>	<ul style="list-style-type: none"> • Annual Governance Statement • Quarterly performance reporting to Cabinet Committee on Performance Improvement • Quarterly Quality of Service Reports • Council Tax Leaflet • County Council public website
<p>1.2 Ensuring that users receive a high quality of service whether directly, or in partnership, or by commissioning</p>	<p>Decide how the quality of service for users is to be measured and make sure that the information needed to review service quality effectively and regularly is available</p>	<ul style="list-style-type: none"> • Service/Commissioning Plans • Service Standards • Performance Management Framework • Community engagement and research work • Joint Strategic Needs Assessment • Strategic assessment of Crime & Anti-social Behaviour • Complaints Review
	<p>Put in place effective arrangements to identify and deal with failure in service delivery</p>	<ul style="list-style-type: none"> • Business Continuity Plans • Project management arrangements • Quality of Service Reports & Recovery Plans • Risk management plans

		<ul style="list-style-type: none"> • Contracts; specifications etc • Complaints Procedure & Review
1.3 Ensuring that the authority makes best use of resources, that tax payers and service users receive excellent value for money	Work towards improving value for money through exploring innovative ways of working including the potential for joint working and shared services	<ul style="list-style-type: none"> • Public Service Integration Plans • Commissioning Plans • Procurement Strategy • Service offers/plans
	Ensure that timely, accurate and impartial financial advice and information is provided to assist in decision making and to ensure that the authority meets its policy and service objectives and provides effective stewardship of public money and value for money in its use	<ul style="list-style-type: none"> • Project Management arrangements • Quarterly performance reporting • Calendar of committee meetings
	Ensure that the authority maintains a prudential financial framework; keeps its commitments in balance with available resources; monitors income and expenditure levels to ensure that this balance is maintained and takes corrective action when necessary	<ul style="list-style-type: none"> • Medium Term Financial Strategy • Quarterly performance reporting • Annual Statement of Accounts • External inspection of accounts • Internal audit reporting • Reports to Audit and Governance Committee, Cabinet and or Overview & Scrutiny

Suggested revised format for the Local Code of Corporate Governance (Principle 2)

Principle 2: Good governance means members and officers working together to achieve a common purpose with clearly defined functions and roles:		
Supporting Principles	To meet the requirements of this Principle, Lancashire County Council will;	This will be evidenced by:
2.1 Ensuring that a constructive working relationship exists between authority members and officers and that the responsibilities of members and officers are carried out to a high standard	<p>Determine a scheme of delegation and reserve powers within the constitution, including a formal schedule of those matters specifically reserved for collective decision of the authority, taking account of relevant legislation, and ensure that it is monitored and updated when required.</p> <p>Make the Chief Executive or equivalent responsible and accountable to the authority for all aspects of operational management.</p> <p>Ensure that the authority's governance arrangements allow the Director of Financial Resources direct access to the CEO and to other leadership team members.</p> <p>Develop protocols to ensure that the Leader and Chief Executive negotiate their respective roles early in the relationship and that a shared understanding of roles and objectives is maintained.</p> <p>Make a senior officer (the Director of Finance Resources as Section 151 officer) responsible to the authority for ensuring that appropriate advice is given on all financial matters, for keeping proper financial records, and for maintaining an effective system of</p>	<ul style="list-style-type: none"> • Constitution • Scheme of delegation • Standing orders • Code of Conduct for members • Code of Conduct for Officers • Financial regulations • Financial arrangements • Financial roles and responsibilities • Decision of the Council • Protocol on County Councillor/Officer relations

	<p>internal financial control</p> <p>Make a senior officer (the Director of Governance, Finance and Public Services as Monitoring Officer) responsible to the authority for ensuring agreed procedures are followed and that all applicable statutes and regulations are complied with</p>	
<p>2.2 Ensuring effective leadership throughout the authority and being clear about executive and non-executive functions and of the roles and responsibilities of the scrutiny function</p>	<p>Set out a clear statement of the respective roles and responsibilities of the Cabinet and the Cabinet members individually and the authority's approach towards putting this into practice.</p> <p>Set out a clear statement of the respective roles and responsibilities of other authority members, members generally and of senior officers.</p> <p>Ensure that the Director of Financial Resources reports to the Management Team</p>	<ul style="list-style-type: none"> • Constitution • Scheme of Delegation • Members area on Intranet • Section 151 responsibilities
<p>2.3 Ensuring the relationship between the authority, its partners and the public are clear so that each knows what to expect of the other</p>	<p>Develop protocols to ensure effective communication between members and officers in their respective roles.</p> <p>Set out terms and conditions for remuneration of members and officers and an effective structure for managing the process, including an effective independent remuneration panel (for members).</p> <p>Ensure that effective mechanisms exist to monitor service delivery.</p> <p>Ensure that the organisations vision, strategic plans, priorities and targets are developed through robust</p>	<ul style="list-style-type: none"> • Protocol on County Councillor/Officer relations • Members allowances and expenses • Annual Pay Policy • Code of Conduct (staff & Member) • Monitoring of Quarterly Quality of Service reports • Current

	<p>processes, and in consultation with the local community and other stakeholders, and that they are clearly articulated and disseminated.</p> <p>Establish a medium term business planning process to deliver strategic objectives including:</p> <ul style="list-style-type: none">• A medium term financial strategy to ensure sustainable finances.• A robust annual budget that ensures financial balance.• A monitoring process that enables scrutiny of delivery and supports appropriate mitigation for estimates that may vary in year. <p>Ensure that these are subject to regular review to confirm the continuing relevance of assumptions used.</p> <p>When working in partnership, ensure that members are clear about their roles and responsibilities both individually and collectively in relation to the partnership and the authority.</p> <p>When working in partnership ensure that there is clarity about the legal status of the partnership.</p> <p>Ensure that, when working in partnership, all parties understand and make clear the extent of the authority to bind their organisation to partner decisions.</p>	<p>Consultations</p> <ul style="list-style-type: none">• Budget Consultation• Agreed Joint Strategies and Plans• Forums and Youth Council• Shared Services Agreements• Partnership Protocol
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Suggested revised format for the Local Code of Corporate Governance (Principle 3)

Principle 3: Good governance means promoting values of the authority and demonstrating the values of good governance through upholding high standards of conduct and behaviour:		
Supporting Principles	To meet the requirements of this Principle, Lancashire County Council will;	This will be evidenced by:
3.1 Ensuring authority members and officers exercise leadership by behaving in ways that exemplify high standards of conduct and effective governance	<p>Ensure that the authority's leadership sets a tone for the organisation by creating a climate of openness, support and respect</p> <p>Ensure that standards of conduct and personal behaviour expected of members and staff, of work between members and staff and between the authority, its partners and the community are defined and communicated through codes of conduct and protocols.</p> <p>Put in place arrangements to ensure that members and employees of the authority are not influenced by prejudice, bias or conflicts of interest in dealing with different stakeholders and put in place appropriate processes to ensure that they continue to operate in practice.</p>	<ul style="list-style-type: none"> • Constitution • Code of Conduct (Staff & Member) • Performance Development Appraisal • Financial Regulations • Standing Orders • Register of Gifts and Hospitality • Declaration of Interests register • Contract Procedure Rules • Equal Opportunities • Equality & Cohesion • Professional Qualifications and memberships

<p>3.2 Ensuring that organisational values are put into practice and are effective</p>	<p>Develop and maintain shared values including leadership values for both the organisation and staff reflecting public expectations, and communicate these with members, staff, the community and partners.</p> <p>Put in place arrangements to ensure that systems and processes are designed in conformity with appropriate ethical standards, and monitor their continuing effectiveness in practice.</p> <p>Develop and maintain an effective mechanism for dealing with standards issues.</p> <p>Use the organisation's shared values to act as a guide for decision making and as a basis for developing positive and trusting relationships within the authority.</p> <p>In pursuing the vision of a partnership, agree a set of values against which decision making and actions can be judged. Such values must be demonstrated by partners' behaviour both individually and collectively.</p>	<ul style="list-style-type: none"> • County Council's Values • Constitution • Code of Conduct • Conduct Committee • Performance Development Appraisal • Learning & Development • Memorandums of Understanding • Decision Making Practices • Data Transparency Arrangements • Partnership Protocol
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Suggested revised format for the Local Code of Corporate Governance (Principle 4)

Principle 4: Good governance means taking informed and transparent decisions which are subject to effective scrutiny and managing risk		
Supporting Principles	To meet the requirements of this Principle, Lancashire County Council will;	This will be evidenced by:
4.1 Being rigorous and transparent about how decisions are taken and listening and acting on the outcome of constructive scrutiny	<p>Develop and maintain an effective scrutiny function which encourages constructive challenge and enhances the authority's performance overall and that of any organisation for which it is responsible.</p> <p>Ensure an effective internal audit function is resourced and maintained.</p> <p>Develop and maintain open and effective mechanisms for documenting evidence for decisions and recording the criteria, rationale and considerations on which decisions are based.</p> <p>Put in place arrangements to safeguard members and employees against conflicts of interest and put in place appropriate processes to ensure that they continue to operate in practice.</p> <p>Develop and maintain an effective audit committee (the Audit and Governance Committee) which is independent of the executive and scrutiny functions.</p> <p>Ensure that the authority's governance arrangements allow the Director of Financial Resources direct access to the Audit and Governance Committee and External Audit.</p>	<ul style="list-style-type: none"> • Overview and scrutiny Committees • Internal Audit • Codes of Conduct • Decision Making procedures • Audit and Governance Committee • External Audit • Complaints Frameworks • Local Government Ombudsman

	Ensure that effective, transparent and accessible arrangements are in place for dealing with complaints.	
4.2 Having good quality information, advice and support to ensure services are delivered effectively and are what the community wants/needs	<p>Ensure those making decisions, whether for the authority or partnership, are provided with information which is fit for purpose – clear, timely, relevant, accurate and complete, and gives clear explanations of issues and implications on both a financial and non-financial basis.</p> <p>Ensure information provided on the financial performance of the organisation to budget managers and senior officers is well presented, timely, complete and accurate.</p> <p>Ensure that timely professional advice on matters that have legal or financial implications is available and recorded in advance of decision making and used appropriately.</p> <p>Ensure the authority's governance arrangements allow the Director of Financial resources to bring influence to bear on all material decisions.</p> <p>Ensure that advice is provided on the levels of reserves and balances in line with good practice guidance.</p>	<ul style="list-style-type: none"> • Members Induction and Training • Forward Plan • Lancashire Profile • JSNA • Report Templates • Financial Regulations
4.3 Ensuring that an effective risk management system is in place	Ensure that risk management is embedded into the culture of the authority; with members and managers at all levels recognising that risk management is part of	<ul style="list-style-type: none"> • Management Teams • Quality of Service

	<p>their job.</p> <p>Ensure the authority's arrangements for financial and internal control and for managing risk are addressed in annual governance reports.</p> <p>Ensure that effective arrangements for whistle-blowing are in place to which officers, staff and all those in contracting with or appointed by the authority have access.</p>	<p>Reports</p> <ul style="list-style-type: none">• Service Plans• Business Continuity Planning• Annual Governance Statement inc assurance statements• Audit and Governance Committee• Anti-fraud Policy & Strategy• Information Governance Strategy and Policy• Whistleblowing Policy & Procedure
<p>4.4 Using their legal powers to the full benefit of the citizens and communities in their area</p>	<p>Actively recognise the limits of lawful activity placed on them by, for example, the ultra vires doctrine but also strive to utilise their powers to the full benefit of their communities.</p> <p>Recognise the limits of lawful action and observe both the specific requirements of legislation and the general responsibilities placed on authorities by public law.</p> <p>Observe all specific legislative requirements placed</p>	<ul style="list-style-type: none">• Constitution• Report Templates• Legal Services work programme

	upon them, as well as the requirement of general law, and in particular to integrate the key principles of good administrative law - rationality, legality and natural justice – into their procedures and decision making processes.	
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Suggested revised format for the Local Code of Corporate Governance (Principle 5)

Principle 5: Good governance means developing the capacity and capability of members and officers to be effective:		
Supporting Principles	To meet the requirements of this Principle, Lancashire County Council will;	This will be evidenced by:
5.1 Making sure that members and officers have the skills, knowledge, experience and resources they need to perform well in their roles	<p>Provide induction programmes tailored to individual needs and opportunities for members and officers to update their knowledge on a regular basis.</p> <p>Ensure that the statutory officers have the skills, resources and support necessary to perform effectively in their roles and that these roles are properly understood throughout the authority.</p>	<ul style="list-style-type: none"> • Staff Induction • Member Induction & Training • Committee Specific Training • Learning and Development programmes – both mandatory and voluntary • CPD Training • Specific Service Area training e.g. Public Health
5.2 Developing the capability of people with governance responsibilities and evaluating their performance, as individuals and as a group	<p>Assess the skills required by members and officers and make a commitment to develop those skills to enable roles to be carried out effectively.</p> <p>Ensure that councillors' roles and responsibilities for monitoring performance are clear, that they have adequate access to financial skills and are provided with appropriate financial training on an ongoing basis to help them discharge their responsibilities.</p> <p>Develop skills on a continuing basis to improve performance, including the ability to scrutinise and</p>	<ul style="list-style-type: none"> • Performance Development Appraisal • Member and Staff Training and Induction • CPD training • Performance Management Framework

	challenge and to recognise when outside expert advice is needed.	
5.3 Encouraging new talent for membership of the authority so that best use can be made in individuals' skills and resources in balancing continuity and renewal	<p>Ensure that effective arrangements are in place designed to encourage individuals from all sections of the community to engage with, contribute to and participate in the work of the authority.</p> <p>Ensure that career structures are in place for members and officers to encourage participation and development.</p>	<ul style="list-style-type: none"> • Encourage engagement through a variety of methods e.g. consultations; Petitions; Forums etc

Suggested revised format for the Local Code of Corporate Governance (Principle 6)

Principle 6: Good governance means engaging with local people and other stakeholders to ensure robust public accountability:		
Supporting Principles	To meet the requirements of this Principle, Lancashire County Council will;	This will be evidenced by:
6.1 Exercising leadership through a robust scrutiny function which effectively engages local people & all local institutional stakeholders including partnerships, and develops constructive and accountability relationships	<p>Make clear to all staff and the community to whom they are accountable and for what.</p> <p>Consider those institutional stakeholders to whom the authority is accountable and assess the effectiveness of the relationships and any changes required.</p> <p>Produce an annual report on the activity of the scrutiny function and promote a regular dialogue between executive and scrutiny functions.</p>	<ul style="list-style-type: none"> • Constitution • Corporate Strategy • Overview & Scrutiny Committees • O&S reports to Cabinet and Full Council
6.2 Taking an active and planned approach to dialogue with and accountability to the public to ensure effective and appropriate service delivery whether directly by the authority, in partnership or by commissioning	<p>Ensure clear channels of communication are in place with all sections of the community and other stakeholders, and put in place monitoring arrangements and ensure that they operate effectively.</p> <p>Hold meetings in public unless there are good reasons for confidentiality.</p> <p>Ensure that arrangements are in place to enable the authority to engage with all sections of the community effectively. These arrangements should recognise that sections of the community have different priorities and establish explicit processes for dealing with these competing demands.</p> <p>On an annual basis, publish information on the authority's vision, strategy, plans and financial</p>	<ul style="list-style-type: none"> • Consultations • Budget consultation • Petitions • Community Engagement including Living in Lancashire Panel & Toolkit • Constitution • Standing orders • Statement of Accounts • Pay Policy Statement • Website • Facebook

	<p>statements as well as information about its outcomes, achievements and the satisfaction of service users in the previous period.</p> <p>Ensure that the authority as a whole is open and accessible to the community, service users and its staff and ensure that it has made a commitment to openness and transparency in all its dealings, including partnership, subject only to those specific circumstances where it is proper and appropriate to do so.</p>	<ul style="list-style-type: none"> • Twitter • You Tube • Service User Forums • Statement of Accounts • Publication of information as set out in Transparency Code • Freedom of Information • Complaints Frameworks
6.3 Making the best use of human resources by taking an active and planned approach to meet responsibility to staff	Ensure that staff are fully informed and have an opportunity to feedback with comments and suggestions.	<ul style="list-style-type: none"> • Team Talk • Regular Staff Meetings • Staff Conferences • Intranet – Staff Notices • Email • Management Team Feedback • Joint Staff Consultative Committee • Staff Groups/Forums

Code of Corporate Governance Action Plan

Key Action	Responsible Officer
1. Clearly setting out the purpose of the County Council, outcomes for the community and creating and implementing a vision for Lancashire through a new Corporate Strategy	Director of Corporate Commissioning
2. Develop service/commissioning plans that reflect new service offers and priorities in the corporate strategy	Director of Corporate Commissioning
3. Develop appropriate service standards	Director of Corporate Commissioning
4. Update partnership protocol	Director of Public Health & Wellbeing
5. Develop consistent approach to risk management and produce a corporate risk register	Management Team

**Meeting of the Full Council
Meeting to be held on 23 July 2015**

Report submitted by: The Chief Executive

Part A

Electoral Division affected:
None

**Changes to the Designated Independent Person (DIP) Dismissal Procedures
Applying to Senior Officers of the Council**
(Appendix A refers)

Contact for further information:
Chris Mather, 01772 533559, Democratic Services Manager,
Chris.mather@lancashire.gov.uk

Executive Summary

This report sets out proposed mandatory changes to the Designated Independent Person (DIP) dismissal procedures applying to senior officers of the Council.

Recommendation

The Full Council is asked to consider the report set out at Appendix A and the recommendations of the Employment Committee from its meeting on 17 July 2015 which will be reported orally to Full Council.

Background and Advice

At its meeting on 17 July 2015 the Employment Committee will be asked to consider a report on mandatory changes to the Designated Independent Person (DIP) dismissal procedures applying to senior officers of the Council.

A copy of the report to be considered by the Employment Committee is attached at Appendix A. The agenda for this meeting of the Full Council was despatched prior to the meeting of the Employment Committee and the views of the Committee will be reported orally at the Full Council meeting.

Consultations

As set out at Appendix A.

Implications:

This item has the following implications, as indicated:

Risk management

As set out at Appendix A.

Local Government (Access to Information) Act 1985 List of Background Papers

Paper	Date	Contact/Tel
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N/A

Reason for inclusion in Part II, if appropriate

N/A

Employment Committee

Meeting to be held on 17 July 2015

Electoral Division affected: None

Changes to the Designated Independent Person (DIP) Dismissal Procedures Applying to Senior Officers of the Council

(Annexes 1 and 2 refer)

Contact for further information:

Chris Mather, 01772 533559, Democratic Services

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Executive Summary

This report sets out the mandatory changes to the Council's procedures that must be followed for the dismissal of the Head of the Paid Service (the Chief Executive), the Monitoring Officer and the Chief Finance Officer (the S151 officer).

Recommendation

The Committee is asked to consider the report and submit recommendations to the Full Council on changes to the Council's procedures for the dismissal of the Head of the Paid Service, the Monitoring Officer and the Chief Finance Officer.

Background and Advice

The Committee at its meeting on 11 May 2015 was informed that The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 were due to come into effect on 11 May 2015.

It was noted that the effect of the Regulations would essentially remove the requirement that a Designated Independent Person (DIP) be appointed to investigate and make a binding recommendation on disciplinary action against the Council's statutory officers – the Head of the Paid Service (the Chief Executive), the Monitoring Officer and the Chief Finance Officer (the S151 officer) and introduce instead a requirement to involve independent persons in the process. The requirement that Full Council must approve the dismissal of the Head of the Paid Service has also been extended to cover the Monitoring Officer and the Chief Financial Officer.

The existing process of appointing a DIP and undertaking an investigation is considered to be bureaucratic, complex, time consuming and expensive. The Local Government Association has estimated that the minimum legal cost of this process is £100k excluding the cost of undertaking the actual investigation, preparing the case

or briefing lawyers. In practice most local authorities appoint a barrister with experience of employment law as their DIP.

The intention of the new Regulations is to simplify and localise the current disciplinary process for the statutory officers. Having removed the requirement to appoint a DIP, the Regulations now provide that a decision to dismiss must be taken by Full Council who must consider:

- any advice, views or recommendations from an independent panel;
- the conclusions of any investigation into the proposed dismissal; and
- any representations from the officer concerned.

The new process applies to dismissals for any reason other than redundancy, permanent ill-health or infirmity of mind or body but does not include failure to renew a contract of employment for a fixed term unless the local authority has undertaken to renew such a contract.

If the Council wishes to undertake a disciplinary process against the Head of Paid Service, the Monitoring Officer or the Chief Finance Officer it must invite independent persons who have been appointed for the purposes of the conduct regime applying to Elected Members under section 28(7) of the Localism Act 2011 to form an independent panel. A panel will be formed if two or more independent persons accept the invitations. The Regulations require the Council to issue invitations in accordance with the following priority order:

- an independent person who has been appointed by the Council and who is a local elector;
- any other independent person who has been appointed by the Council; and
- an independent person who has been appointed by another Council or Councils

The Regulations limit the remuneration that should be paid to the independent persons on the panel to the level that they would receive as an independent person in the conduct regime.

However, whilst the Regulations suggest that the panel need only be made up of two independent persons the Regulations define "the panel" as a committee appointed by the authority under section 102(4) of the Local Government Act 1972. This means that normal proportionality rules apply to such committees, meaning that subject to any waiver, in addition to the two or more 'neutral' independent persons, the panel would need to include at least five additional members of the County Council. The Local Government Association has asked the Department for Communities and Local Government to clarify this apparent inconsistency to confirm whether the intention is that the panel need only be made up of independent persons. North West Employers has recently circulated the following comments made by DCLG:

“Regarding the point about political balance on the independent panel, whilst it is not for the Department to provide legal advice or interpret Regulations – this is for the Courts – our informal view is that a council may appoint non-members to an

advisory committee, and that such advisory committees may consist wholly of persons who are not members of the authority.”

The DCLG advice suggests that either two (or more) independent persons can form the panel alone **or** be added to a panel of elected members. This still leaves the exact constitution of the panel and its relationship with any standing committee that has responsibility for disciplinary matters for authorities to determine.

Whilst the legal position has not therefore been clarified, it would be an option (1) for the panel to be established simply as an advisory committee consisting of just independent persons. The alternative option (2) would be for the independent persons to be appointed to a committee of the Council e.g. Conduct Committee.

Under either option (1 or 2) it is proposed that the Employment Committee would discharge the role of an investigation and disciplinary committee. It is also proposed that the independent persons already appointed to determine complaints concerning Elected Members under the Code of Conduct would invited to serve on the "panel" established under option 1 or 2.

Under option 2 the Terms of Reference of the Employment Committee and the Conduct Committee would need to be amended, as set out at Annexes 1 and 2, to reflect the proposed new process as follows:

Employment Committee:

- To screen potential disciplinary/dismissal issues to consider whether any investigation should be undertaken and whether the relevant officer should be suspended;
- To organise the investigation, including appointing an investigator.
- To review the results of the investigation to consider what disciplinary action, if any, is appropriate, after hearing the views of the officer, and report its recommendations.
- Where the Committee is minded to recommend dismissal, to refer the matter to the Conduct Committee for it to provide its advice, views and recommendations to the Employment Committee.
- If having considered those views the Committee recommends dismissal then this must be referred to Full Council for them to decide.
- Where the Employment Committee decides that action short of dismissal, or no disciplinary action at all is appropriate, to put that in place as appropriate, without any referral to the Conduct Committee or the Full Council.

Conduct Committee:

- Membership of the Conduct Committee would be extended to comprise at least two voting co-opted Independent Persons solely for the purpose of

considering the proposed dismissal of the Head of the Paid Service, the Monitoring Officer and the Chief Finance Officer, and submitting views on the proposal to the Employment Committee for them to consider which are then reported to Full Council for determination.

- It is proposed to invite the three independent persons who have been appointed by the County Council for the purposes of the members' conduct regime under section 28(7) of the Localism Act 2011 to serve on the Conduct Committee for the purpose of considering and submitting views on the proposed dismissal of Head of the Paid Service, the Monitoring Officer and the Chief Finance Officer.
- The Conduct Committee would only be involved where the Employment Committee has decided to propose the dismissal of the Head of the Paid Service the Monitoring Officer and the Chief Finance Officer.

Under option 1 the role of the Employment Committee, as set out above, would remain the same but the Conduct Committee would not have a role in the new disciplinary process. Where the Employment Committee is minded to recommend dismissal, the matter would be referred to an advisory committee consisting of just independent persons for it to provide its advice, views and recommendations to the Committee.

The Regulations require the changes to be approved no later than the first ordinary meeting of the Full Council after its Annual General Meeting.

Consultations

The statutory officers will be informed of the changes to the current DIP process.

Implications:

This item has the following implications, as indicated:

Risk management

Changes to dismissal procedures for the Council's statutory officers are a mandatory requirement that the Council must adopt.

Financial

The Local Government Association estimate that the minimum legal cost of appointing a DIP is £100k excluding the cost of undertaking the actual investigation, preparing the case or briefing lawyers.

The Committee will note that whilst the removal of the need to appoint a DIP would result in a saving, it is likely that the Council would still incur costs in obtaining external legal advice to support any investigations and consequential disciplinary action.

Local Government (Access to Information) Act 1985
List of Background Papers

Paper	Date	Contact/Directorate/Tel
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N/A

Reason for inclusion in Part II, if appropriate

N/A

Employment Committee

The Committee comprises 8 County Councillors (4 Labour, 3 Conservative, 1 Liberal Democrat), chaired by the Leader of the Council and including an appropriate cabinet member or lead member depending upon the specific issue being dealt with. The Committee shall discharge the following functions.

A. Appointment and Dismissal of Senior Officers

1. Subject to paragraph 4 and paragraph 5 below, the Committee shall be responsible for the appointment and dismissal (including dismissal by reason of redundancy) of the Chief Executive (Head of the Paid Service), Corporate Directors, the Monitoring Officer (the Director of Governance, Finance and Public services) and the Chief Financial Officer (the Director of Financial Resources), collectively referred to as "Senior Officers".
2. In the case of appointments, subject to paragraphs 4 and 5 below, the Committee may, where appropriate, agree to make a permanent appointment of an existing member of staff by way of redeployment or agree to a temporary appointment for a fixed term of not normally more than 12 months.
3. Where an appointment is not made in accordance with paragraph 2 the Committee shall:
 - (a) Draw up a job description and person specification;
 - (b) Determine the arrangements for recruitment to the post including, where they consider it appropriate, the appointment of recruitment consultants and advertising;
 - (c) Make arrangements to interview such applicants for the post as they may determine.
4. Where the Committee is appointing or dismissing the Chief Executive, the Monitoring Officer or Chief Financial Officer the Full Council must approve the appointment or dismissal before an offer of appointment is made or notice of dismissal is given, subject to paragraph 5 below.
5. No offer of appointment (including by way of an appointment pursuant to paragraph 2) or notice of dismissal shall be made until the proposed action (including the name and any other particulars the Committee consider relevant) has been notified to every member of the Cabinet and that either:
 - (a) Within the period specified in the notification no objection has been made by the Leader on behalf of the Cabinet to the proposed action; or

- (b) the Committee making the decision is satisfied that any objection made is not material or is not well founded; or
- (c) the Leader has, within the period specified in the notification, notified the Committee that neither he/she nor any member of the Cabinet has any objections.

Senior Officers - Conditions of Service

- 6. The Committee shall exercise all necessary functions required by the JNC Conditions of Service including the exercise of any discretions or determining any issue in relation to those Conditions of Service.
- 7. The appraisal of Senior Officers shall be carried out by the Chief Executive.

Disciplinary Action

- 8. The Committee may take any disciplinary action (including suspension) against the Chief Executive, the Monitoring Officer or Chief Financial Officer short of dismissal.
- 9. The Committee may approve the suspension of the Chief Executive, the Monitoring Officer and the Chief Financial Officer for an initial period of up to two months to enable an investigation to be undertaken to help determine what disciplinary action, if any, is appropriate. The Committee may extend the period of suspension if it considers that to be necessary. Any suspension of the Chief Executive, the Monitoring Officer and the Chief Financial Officer shall be on full pay.
- 10. If an exceptional situation arises whereby allegations of misconduct by the Chief Executive, the Monitoring Officer and the Chief Financial Officer are such that his/her remaining presence at work poses a serious risk to the health and safety of others or the resources, information or reputation of the Council, then the power to suspend may be exercised by the Chair of the Committee (subject to a decision to suspend being ratified by the Employment Committee within 7 days of the decision).
- 11. A proposal to dismiss the Chief Executive, the Monitoring Officer or the Chief Financial Officer must be taken by the Full Council having taken into account:
 - Any views submitted under paragraph 5;
 - Any advice, views or recommendations of a Panel appointed by the Council under section 102(4) of the Local Government Act 1972 (d) for the purposes of advising the Council on matters relating to the dismissal of the named officers;

- The conclusions of any investigation into the proposed dismissal; and
 - Any representations from the relevant officer.
12. A decision to suspend a Corporate Director shall be taken by the Chief Executive.
 13. Subject to paragraphs 8, 9 and 10 any disciplinary action in relation to a Senior Officer will be dealt with by the Committee in accordance with the appropriate Council's Disciplinary Procedure.
 14. Subject to paragraphs 8, 9 and 10 the Committee is authorised to take any disciplinary action in respect of a Senior Officer short of dismissal with no requirement to consult cabinet members in accordance with paragraph 5 above or to seek approval from the Full Council.
 15. Any appeal against action short of dismissal will be considered by an Appeals Committee established by the Full Council comprising five members of the Council who have not had any prior involvement in the case including at least one member of the Cabinet. The role of the Appeals Committee will be to review the case and the decision taken by the Employment Committee and either confirm the action taken or to award no sanction or a lesser sanction. The decision of the Appeals Committee will be final.
 16. In the event that the Committee's decision is to propose to dismiss the Chief Executive, Monitoring Officer or Chief Financial Officer the appeal stage will be fulfilled by the Full Council when they consider that proposal in accordance with paragraph 4.

Capability and Dismissal Procedures

17. Any issue regarding the capability of a Senior Officer shall be dealt with by the Committee in accordance with the Council's Disciplinary and Capability Procedures.
18. Any issue which is not appropriately dealt with under the Disciplinary or Capability Procedures but which may result in the dismissal of the Senior Officer will be dealt with by the Committee.

Appointment, Dismissal and Disciplinary Action

19. The functions of appointment, dismissal, and taking disciplinary action against any employee other than those referred to at paragraphs A1-18 above must be discharged by the Chief Executive or by an officer(s) of the Council nominated by him

and in accordance with such procedures as may be determined by the Committee as referred to at paragraph B1 below.

20. The Chief Executive and other Senior Officers may appoint, dismiss (including dismissal by reason of redundancy) and discipline all Directors in accordance with the Council's procedures. Appointments and dismissals can only proceed after all cabinet members have been notified by Democratic Services of the proposed appointment or dismissal. Agreed corporate processes must be followed in respect of all redundancy payments.

B. All Other Staff

Terms and Conditions of Employment

The Committee shall:

1. Determine the terms and conditions on which employees hold office including (but not limited to):
 - The Council's pay and grading structure;
 - Any fees, allowances or payments made to employees, including any relating to termination of employment;
 - Any policies, procedures and practices relating to employment including recruitment and selection;
(Any minor changes to these policies, procedures and practices to reflect legislative changes and improve working practices can be approved by the Head of Service for Human Resources under the Council's Scheme of Delegation arrangements);
 - Any collective agreements relating to the above.
 - To determine policy in relation to the release of pension benefits (LGPS and TPS) where employer discretion/consent is required.
2. Consider, at the request of a recognised trade union, any disagreement regarding the matters referred to at paragraph 1 above (excluding issues relating to individual employees). In referring any such matter the trade union(s) concerned shall be entitled to make oral representations to the Committee to such extent as the Committee consider appropriate.
3. Determine the facilities to be provided to trade union representatives.
4. Recommend to Full Council for approval an Annual Pay Policy Statement as required by section 38 of the Localism Act 2011 for each financial year having regard to any guidance issued or approved by the Secretary of State.

5. Monitor the operation of the Statement of Ethical Standards for employees and the Register of Interests for employees.

C. Global Renewables Lancashire Operations Limited

Terms and Conditions of Employment

The Committee shall be responsible for determining the terms and conditions of service on which all employees of Global Renewables Lancashire Operations Limited ("the Company") are engaged and approving the Company's proposals in respect of the same.

This shall include, but not be limited to the following:

1. approving the Company's pay and grading structure;
2. approving the payment of any bonuses and the performance objectives on which the payment of bonuses will be based;
3. ensuring that all employees of the Company are paid a minimum of the living wage;
4. approving the Company's employment policies, procedures and practices;
5. determining the Company's pension arrangements, including all matters concerning admission to the Local Government Pension Scheme;

In discharging its obligations, the Committee shall ensure that, so far as is possible, the principles of equality are maintained vis-à-vis the terms and conditions of employees of the County Council in comparable positions.

Conduct Committee

Composition and role

The Committee shall consist of five County Councillors. In the case of function 4 below, the Committee shall also comprise at least two voting co-opted Independent Persons.

The Committee shall meet as and when required at the request of the Monitoring Officer to undertake its functions set out in these Terms of Reference.

Terms of Reference

1. To determine whether a councillor or co-opted member has failed to comply with the Council's Code of Conduct,
2. Where it finds that a failure to comply with the Code of Conduct has occurred to determine what action, if any, to take,

PROVIDED THAT before a decision under 1 or 2 is taken the Committee must have regard to the views of an Independent Person appointed by the Full Council who shall attend meetings of the Committee for that purpose as an observer.

3. To consider whether to grant a dispensation to a member or co-opted member under section 33 of the Localism Act 2011 relieving the member/co-opted member from either or both of the restrictions in Section 31(4) of the Act by allowing him/her to participate in any discussion at a meeting or vote in relation to any matter in which they have a disclosable pecuniary interest.
4. At the request of the Employment Committee to consider a recommendation to dismiss the Head of the Paid Service, the Monitoring Officer and Chief Finance Officer and to submit views on the proposed dismissal to the Employment Committee which will then reported to Full Council for determination.

Meetings are normally open to the public but they may be excluded where information of an exempt or confidential nature is being discussed or from meetings dealing with those matters set out at Paragraph 12 below. – see Access to Information Procedure Rules set out at Appendix 'H' to this Constitution.

**Meeting of the Full Council
Meeting to be held on Thursday 23 July 2015**

Report submitted by: The Chief Executive

Part A

Electoral Division affected:
All

Proposal to develop a Combined Authority for Lancashire: Principles Report
(Appendix A refers)

Contact for further information:
Ann Pennell
Tel: 01772 535003
ann.pennell@lancashire.gov.uk

Executive Summary

The report attached at Appendix A summarises the progress that has been made towards the development of the option of a combined authority for Lancashire. It sets out some of the benefits that a combined authority could bring and the further work that is required to proceed with this option.

Recommendation

Full Council is asked to:

- i) Consider the attached report
- ii) Note the progress that has been made towards the option of a combined authority for Lancashire
- iii) Note that further work is underway to produce a governance review and a scheme of governance arrangements
- iv) Agree to receive a further report in the autumn to consider the final proposals
- v) Agree that the Political Governance Working Group be requested to consider further detailed proposals as they develop in relation to the combined authority and report back to Full Council with recommendations as appropriate

Background and Advice

Combined authorities are legal entities that can be set up to undertake joint functions as agreed by its members. A combined authority would not result in the creation of a 'super council' or be a merger of authorities, but would facilitate closer working between organisations, providing greater opportunities such as maximising investment, the creation of jobs and improving access to Government funding for the benefit of the area. The focus of combined authorities is around strategic decisions such as transport, economic development, housing and regeneration. Most importantly, combined authorities can use this joint influence to draw down powers and functions from central government for the benefit of the whole area.

In order to become a combined authority and under the *2009 Local Democracy, Economic Development and Construction Act*, a 'governance review' needs to be undertaken. This needs to analyse the options for authorities to work together and also to set out the benefits that a combined authority would bring to an area. The governance review sets out the evidence for the case for change.

An options appraisal has been undertaken of the various ways in which authorities in Lancashire can work together. The full option appraisal will be included in the governance review. The conclusion of the options appraisal is that the combined authority model is the best way in which authorities in Lancashire can collectively and individually achieve the greatest benefits for our communities. It also provides the best vehicle from which to negotiate with government on devolution of powers and funding.

If a combined authority is agreed as the most appropriate vehicle, then a scheme of governance arrangements ('scheme') must be published, consulted upon and submitted to the Secretary of State, who will then undertake a further consultation. The precise powers, functions and voting arrangements of the combined authority will be set out in the scheme.

An information briefing for all councillors will be held on Tuesday 21 June at 2.15 to further explain the details of the proposals and to enable any councillors to ask questions.

Key milestones and timetable

July to September 2015

Prepare draft governance scheme and scheme of governance

October to December 2015

Council decision-making period

January to February 2016

Formal local consultation period and external stakeholder engagement

March 2016 onwards
Submission to the Secretary of State

Consultations

N/A

Implications:

There are no significant financial implications in the report as presented. Legal implications are as set out in the report.

Risk management

The government has clearly set out its commitment to devolution and the Cities and Local Government Devolution Bill 2015-2016 is currently making its way through Parliament. The large metropolitan and city regions in the North have all created combined authorities. If Lancashire, which is of similar scale and size to existing combined authorities, chooses to maintain its status quo, there is a real risk of losing out on devolved funding and the opportunity to influence at a regional and national level.

**Local Government (Access to Information) Act 1985
List of Background Papers**

Paper	Date	Contact/Tel
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N/A

Reason for inclusion in Part II, if appropriate

N/A

Report for Lancashire Leaders 13th July 2015

Proposal to develop a Combined Authority for Lancashire: Principles Report

Purpose of the report

The purpose of this report is to summarise the progress that has been made towards the development of the option of a combined authority for Lancashire and to set out the timetable for the next steps.

What is a Combined Authority?

Combined authorities are legal entities that can be set up to undertake joint functions as agreed by its members. A combined authority would not result in the creation of a 'super council' or be a merger of authorities, but would facilitate closer working between organisations, providing greater opportunities such as maximising investment, the creation of jobs and improving access to Government funding for the benefit of the area. The focus of combined authorities is around strategic decisions such as transport, economic development, housing and regeneration. Most importantly, combined authorities can use this joint influence to draw down powers and functions from central government for the benefit of the whole area.

A combined authority provides Government with the strong and accountable leadership required to devolve powers to enable policies to be implemented over a spatial scale which matches the economic footprint of that area. In the past, and in some instances Government has struggled to devolve powers where it has not been clear who to devolve to. Combined authorities help overcome this.

In order to become a combined authority and under the *2009 Local Democracy, Economic Development and Construction Act*, a 'governance review' needs to be undertaken. This needs to analyse the options for authorities to work together and also to set out the benefits that a combined authority would bring to an area. The governance review sets out the evidence for the case for change.

Work on the governance review for Lancashire has already started and will be completed by the end of August 2015. If a combined authority is agreed as the most appropriate vehicle, then a scheme of governance arrangements ('scheme') must be published, consulted upon and submitted to the Secretary of State, who will then undertake a further consultation. The precise powers, functions and voting arrangements of the combined authority will be set out in the scheme.

The case for Lancashire

Why would we want a combined authority in Lancashire?

We want a Lancashire where:

- Everywhere has a share in its rising prosperity
- We have a stronger voice with national government
- We become a key player in the 'Northern Powerhouse'
- There is a strong relationship between public and private sector to the benefit of our residents and businesses e.g. to support growth and secure more jobs
- We have greater influence over our existing devolved funding, the prospect of future devolved funding and greater influence over local spending
- We have longer term and more co-ordinated strategic planning which is better aligned with local growth and transport agendas
- We have joined up strategies which enable us to contribute effectively to international and global agendas

A combined authority approach could allow Lancashire to have additional capacity and more resilience. It would maximise the potential for devolution of powers and funding and provide greatest flexibility in identifying and investing in local priorities.

In simple terms a combined authority provides a formal mechanism through which the constituent councils in Lancashire will have greater flexibility and influence than each council working independently would have.

Areas currently under consideration for inclusion in a Lancashire combined authority include:

- Economic growth
- Employment and skills
- Transport
- Spatial planning
- Housing
- Transforming place
- Health and social care

As the vision develops these could be articulated as a:

- Prosperous Lancashire
- Connected Lancashire (road, rail, digital)
- Skilled Lancashire
- Better Homes for Lancashire
- Joined up Public Services for Lancashire

What may happen if we don't move forward on devolution?

The government has clearly set out its commitment to devolution and the Cities and Local Government Devolution Bill 2015-2016 is currently making its way through Parliament. The large metropolitan and city regions in the North have all created combined authorities. If Lancashire, which is of similar scale and size to existing combined authorities, chooses to maintain its status quo, there is a real risk of losing out on devolved funding and the opportunity to influence at a regional and national level.

Options appraisal

An options appraisal has been undertaken of the various ways in which authorities in Lancashire can work together. The full option appraisal will be included in the governance review. The conclusion of the options appraisal is that the combined authority model is the best way in which authorities in Lancashire can collectively and individually achieve the greatest benefits for our communities. It also provides the best vehicle from which to negotiate with government on devolution of powers and funding.

Benefits

A number of case studies have been developed which demonstrate how a combined authority can bring benefits both to individual authorities as district councils, unitary authorities or county council, as well as collectively. These case studies cover the themes of transport, housing, housing benefit, skills, and health and social care integration. The governance review will set out the potential benefits within each of these themes.

For example:

Transport

A combined authority would enable authorities in Lancashire to develop a single strategic transport strategy, which would be inclusive of economic, regeneration, health and spatial planning issues. It would support a more integrated approach to transport investment and provide greater influence to enable Lancashire to negotiate with government. A combined authority would also enable Lancashire to request devolved responsibility for transport functions e.g. bus franchising.

Housing

A combined authority could undertake joint work across Lancashire to agree and plan housing supply and the housing market, better linking with economic development and skills. It could develop a housing investment fund to support housing development based on a single approach to understanding housing need.

A combined authority could also seek devolved powers for responsibility for housing benefit locally so that it can be used as a more effective lever to incentivise private landlords to improve housing conditions.

Skills

A range of agencies are currently responsible for organising and delivering skills training and support. A combined authority could better link employment and skills together, under a strategic context, addressing the full breadth of skills issues from low/no skills to higher level skills and knowledge transfer. A combined authority could work with stakeholders to co-design an employment and skills commissioning framework to better align provision with the needs of the local economy and to support future growth.

Public sector reform – health and social care integration

Legislation currently going through Parliament provides for a combined authority to seek a health and social care devolution deal potentially bringing decisions and funding closer to Lancashire. Lancashire could have an integrated health and social care approach with early interventions and wrap around support irrespective of residents post code. This will bring a stronger voice and influence nationally with the NHS and locally with CCGs and a simplified relationship with hospitals and providers to have a positive impact on patient care.

A Lancashire Combined Authority would not preclude groups of local authorities within it working together on specific themes. Neither would a Lancashire Combined Authority preclude links with other combined authorities. Indeed, a combined authority in Lancashire would be of a sufficient scale and size to influence both national and regional agendas, strengthening the links that its component authorities can make with neighbouring combined authorities.

Governance and decision making arrangements

Lancashire leaders have agreed to support a one member, one vote governance structure in line with other combined authority arrangements. However, the detailed decision-making arrangements under a combined authority still need to be worked through. These will be set out in the scheme. The scheme will also describe the relationship between the combined authority and the Lancashire Enterprise Partnership (LEP).

Timetable and next steps

Most elements of the governance review have already been presented to leaders at their last meeting. These key documents will be brought together to form the full governance review by the end of August 2015.

A meeting will be arranged for early September for the Lancashire Leaders Group to agree the draft scheme of governance arrangements, including voting arrangements.

It is proposed that all councils sign up to the governance review and full scheme through their formal structures by the end of December 2015. This will allow public and stakeholder engagement to be undertaken in January 2016.

Recommendations

That:

- Leaders agree to progress the option of a Lancashire Combined Authority with their own authorities according to the timetable and themes set out above. The schedule of Council meetings already agreed should allow this, in exceptional cases it may be necessary for a council to arrange an additional meeting.
- Leaders agree to a further meeting in September to look in detail at the governance scheme, which will then be finalised by the end of September. This scheme will include voting arrangements and detail the relationship between the combined authority and the LEP.
- This report is adapted as a covering report that Leaders can take to their councils with the governance review and/or scheme depending on the timing of their own council meetings.

**Meeting of the Full Council
Meeting to be held on 23 July 2015**

Report submitted by: The Chief Executive

Part A

Electoral Division affected:
None

**Local Government Association Special Interest Group on Coastal Issues -
County Council Representative 2015/16**

Contact for further information:
Janet Mulligan, 01772 533361, Office of the Chief Executive
Janet.mulligan@lancashire.gov.uk

Executive Summary

Proposed change to County Council membership of the LGA Special Interest Group on Coastal Issues for the remainder of 2015/16

Recommendation

The Full Council is asked to approve the appointment of County Councillor Clare Pritchard to replace County Councillor Janice Hanson as a member of the LGA Special Interest Group on Coastal Issues until the Annual Meeting of the Full Council in 2016.

Background and Advice

At its Annual Meeting on 21 May 2015 the Full Council approved the appointment of County Councillor Janice Hanson as the County Council's representative on the LGA's Special Interest Group on Coastal Issues.

The Labour Group has now requested that County Councillor Janice Hanson be replaced on the LGA's Special Interest Group on Coastal Issues by County Councillor Clare Pritchard, and the Full Council is asked to approve this appointment.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

There are no risk management implications arising from this report.

Local Government (Access to Information) Act 1985 List of Background Papers

Paper	Date	Contact/Tel
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N/A

Reason for inclusion in Part II, if appropriate

N/A

**Meeting of the Full Council
Meeting to be held on Thursday 23 July 2015**

Report submitted by: The Chief Executive

Part B

Electoral Division affected:
None

Report of the Cabinet
(Annex 1 refers)

Contact for further information:
Josh Mynott, (01772) 534580, Democratic Services Manager,
Josh.mynott@lancashire.gov.uk

Executive Summary

The report of Cabinet from its meeting on 11 June 2015 and 9 July 2015.

Recommendation

That the report of the Cabinet as now presented be noted.

**Local Government (Access to Information) Act 1985
List of Background Papers**

Paper	Date	Contact/Tel
Agenda and minutes of Cabinet	11 June 2015 09 July 2015	01772 534580

Reason for inclusion in Part II, if appropriate

N/A

Meeting of the Full Council 23 July 2015

Report of the Cabinet meetings held on 11 June 2015 and 9 July 2015

The agenda and minutes of the meeting may be viewed on the County Council's website at the following link:

<http://council.lancashire.gov.uk/ieListDocuments.aspx?CId=122&MId=3879&Ver=4>

Delivery of the Preston, South Ribble and Lancashire City Deal

Cabinet received a report on the delivery and implementation of the City Deal since the agreement was signed in September 2013.

Cabinet resolved that

- i) the progress made in delivering the City Deal since the agreement was signed in September 2013 be noted
- ii) the allocation of £7.0m from within the council's risk reserve in respect of potential liabilities in respect of the project be approved.

Preston Bus Station and Multi-Storey Car Park

Cabinet received a report on the progress made, following the approval of a series of proposals for the regeneration of Preston Bus Station and Multi Storey Car Park in November 2014.

Cabinet resolved that the report be noted

Report of the Cabinet Meeting held on 9 July 2015

The agenda and minutes of the meeting may be viewed on the County Council's website at the following link:

<http://council.lancashire.gov.uk/ieListDocuments.aspx?CId=122&MId=3880&Ver=4>

Annual Reports of the County Council Champions

The cabinet received the annual reports from the Council's Champions for Armed Forces Veterans, Digital Inclusion, Disabled People, Older People, Parishes and Young People.

Money Matters: The County Council's Financial Position 2014/15 Out-turn

The Cabinet received a summary of the County Council's financial position at the end of 2014/15.

Cabinet resolved that

- i) the transfer of the 2014/15 underspend to reserves be approved.
- ii) the underspend within Care & Urgent Needs be transferred to the earmarked reserve be approved
- iii) the Capital Programme for 2015/16 and onwards be increased by £27.826m to reflect the slippage from 2014/15, as these costs now fall in 2015/16 be approved

Appointments to Outside Bodies

The Cabinet received the annual report on appointments to Outside Bodies, and resolved that:

- i) the representation and appointments listed in Appendix 'A' for outside bodies for 2015/16 be approved and Group Secretaries be requested to co-ordinate the nomination of members to fill any remaining vacancies and any in-year changes; and in consultation with Democratic Services and the Leader of the County Council, notify the Chief Executive of the appointments,
- ii) the deletion of the bodies listed in Appendix 'B', in light of the information received regarding their existence be approved
- iii) the position in respect of those bodies listed at Appendix 'C' be noted
- iv) the political groups consult with those councillors appointed to outside bodies to determine the relevance and usefulness of the council continuing to appoint to those bodies on the list.

Update on the Health Impacts of Shale Gas Exploration in Lancashire

The Cabinet received a report from the Director of Public Health providing an update on the shale gas exploration Health Impact Assessment report presented in November 2014.

Cabinet resolved to note

- i) the progress made on the HIA recommendations in the report
- ii) no further site specific HIA work was being planned until it was known whether there would be an appeal against the recent decisions made by the Development Control Committee on shale gas exploration.

Approval of the Fylde Coast Highways and Transport Masterplan

The Cabinet received a report presenting the Fylde Coast Highways and Transport Masterplan for consideration, following extensive consultation.

The Cabinet resolved to approve the publication of the joint Fylde Coast Highways and Transport Master Plan, presented at Appendix 'A', and the delivery of the strategies that will allow the masterplan to be taken forward.

**Meeting of the Full Council
Meeting to be held on 23 July 2015**

Report submitted by: Head of Service Legal and Democratic Services

Part B

Electoral Division affected:
All

Report of Urgent Key Decisions

Contact for further information:
Janet Nuttall, (01772) 533110, Executive Support Officer,
Janet.nuttall@lancashire.gov.uk

Executive Summary

Urgent Key Decision taken by the Cabinet Member for Adult and Community Services and the Cabinet Member for Health and Wellbeing during the preceding three months.

Recommendation

That the urgent key decision, as now presented, be noted.

It is a requirement of Standing Order 28 that any urgent key decisions taken, must be reported to the Full Council for information on a quarterly basis. The following urgent key decision has been taken by the Cabinet Member for Adult and Community Services and the Cabinet Member for Health and Wellbeing.

Award of Contract for the Integrated Wellbeing Worker Service for Vulnerable Adults

The Cabinet Member for Adult and Community Services and the Cabinet Member for Health and Wellbeing approved the recommendation as set out in the full report.

This decision was implemented immediately for the purposes of Standing Order 34(3) as any delay could adversely affect the execution of the County Council's responsibilities.

This report was dealt with under Part II. The full report is not available for publication as it contains exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. The report contains information relating to

the financial or business affairs of any particular person (including the authority holding that information). It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**Local Government (Access to Information) Act 1985
List of Background Papers**

Paper	Date	Contact/Tel
<u>Reports to the Cabinet Member for Adult and Community Services and the Cabinet Member for Health and Wellbeing</u>	25 and 29 June 2015	Jane Johnson, Legal and Democratic Services

Reason for inclusion in Part II, if appropriate

N/A

Meeting of the Full Council Meeting to be held on 23 July 2015

Report submitted by: The Chief Executive

Part B

Electoral Division affected:
None

The Overview and Scrutiny Committees

(Annexes 1 and 2 refer)

Contact for further information:

Janet Mulligan, 01772 533361, Office of the Chief Executive

Janet.mulligan@lancashire.gov.uk

Executive Summary

The most recent cycle of meetings of the Overview and Scrutiny Committees took place in the period May - July 2015.

The reports of the committees are attached as Annexes 1 and 2 as follows:

Annex 1 - Scrutiny Committee

Annex 2 - Health Scrutiny Committee

There have been no meetings of the Education Scrutiny Committee since the last report to Full Council.

Copies of the agenda and reports considered by the committee, together with minutes of the relevant meeting may be viewed on the County Council's web site at the following link:

<http://council.lancashire.gov.uk/mgListCommittees.aspx#scrutiny?bcr=1>

Officers specified in each report can also be contacted for further information.

The Executive Scrutiny Committee met on 28 April, 19 May, 9 June and 7 July 2015 to consider all reports considered by Cabinet and Key Decisions by individual cabinet members.

Recommendation

That the report of the Overview and Scrutiny Committee, as now presented, be noted.

**Local Government (Access to Information) Act 1985
List of Background Papers**

Background Papers	Background Papers	Background Papers
Agenda and minutes:		Janet Mulligan/Office of the Chief Executive/33361
Scrutiny Committee	15 May 2015 19 June 2015	
Health Scrutiny Committee	2 June 2015	
Education Scrutiny Committee	N/A	
Executive Scrutiny Committee	28 April 2015 9 June 2015 7 July 2015	

Reason for inclusion in Part II, if appropriate

N/A

Meeting of the Full Council – 23 July 2015

Report on the Scrutiny Committee Meetings held on 12 May and 19 June 2015

Chair: County Councillor Bill Winlow

The agenda and minutes of the meetings may be viewed on the County Council's web site at the following link:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?Committeeld=120>

12 May 2015

The Harris Museum and Art Gallery (The Harris) – Shared Services Initiative

The Committee convened to consider a request made by five Members of the County Council that the decision made by the Cabinet Member for Environment, Planning and Cultural Services on 28 April 2015 on the Harris Museum & Art Gallery Shared Services Initiative, be "Called In".

Following the debate, the Committee was invited to vote on whether the decision made by the Cabinet Member for Environment, Planning and Cultural Services on the Harris Museum & Art Gallery Shared Services Initiative, should be reconsidered.

It was agreed that the Cabinet Member should not be asked to reconsider his decision made on 28 April 2015 on the Harris Museum & Art Gallery Shared Services Initiative.

Work Plan and Task Group Update

A report was presented summarising the work to be undertaken by the Committee in the coming months, including an update on task group work.

19 June 2015

Emotional Health and Wellbeing including Specialist Child and Adolescent Mental Health Services Report

The report presented addressed issues that the Committee had raised during consideration of an earlier report in January 2014. It provided updates on wider elements of the CAMHS service including examples of work undertaken regarding emotional health responses for children looked after, information on funding and comparative data.

Appendix A to the report referred to the Preston pilot which contained a full evaluation. Owing to its success, the service had been made available across Lancashire.

It was reported that the Health and Wellbeing Board had commissioned a task and finish group which outlined requirements for the County Council to present a clear model for service delivery which was easily explainable to children and families.

It was agreed that the Health and Wellbeing Board's task and finish group be requested to present an update of progress to the Health Scrutiny Steering Group in September with further updates made to the Committee as appropriate.

Work Plan and Task Group Update

A report was presented summarising the work to be undertaken by the Committee in the coming months, including an update on task group work.

Meeting of the Full Council – 23 July 2015

Report on the Health Scrutiny Committee meeting on 2 June 2015

Chair: County Councillor Steven Holgate

The agenda and minutes of the meeting may be viewed on the County Council's web site via the following link:

<http://council.lancashire.gov.uk/mgCommitteeDetails.aspx?ID=182>

North West Ambulance Service

The report explained that a motion had been carried at Full Council on 26 February requesting the North West Ambulance Service (NWAS) to meet with the Steering Group of the Health Scrutiny Committee. That meeting had taken place on 13 April, following which the Chair of the Health Scrutiny Committee felt it would be both appropriate and beneficial for NWAS to return and have a wider discussion on the issues raised with the full membership of the Committee.

Following a lengthy discussion, which is summarised in the minutes, the Chair thanked guests for attending and for providing the Committee with a most useful insight into the Service, its challenges and initiatives being taken.

It was agreed that the minutes of this meeting be considered by the Steering Group with a view to them formulating some comments and recommendations, which would be provided to the NWAS and also be shared with Rossendale Borough Council who were carrying out a piece of work on this same issue.

Report of the Health Scrutiny Committee Steering Group

It was reported that on 16 March the Steering Group had met with Lancashire Care Foundation Trust to receive an update on the inpatient facilities. A summary of the meeting was at Appendix A to the report presented.

On 13 April the Steering Group had met with officers from the Healthier Lancashire team and the North West Ambulance Service. A summary of the meeting was at Appendix B to the report presented.

Work Plan

A draft work plan for both the Health Scrutiny Committee and its Steering Group, including current Task Group reviews was presented and discussed.

Meeting of the Full Council Meeting to be held on 23 July 2015

Report submitted by: The Chief Executive

Part B

Electoral Division affected:
None

Report of the Audit and Governance Committee (Annex 1 refers)

Contact for further information:
Chris Mather, 01772 533559, Democratic Services Manager,
Chris.mather@lancashire.gov.uk

Executive Summary

The report of the Audit and Governance Committee from its meeting held on 30 June 2015 is attached at Annex 1.

Copies of the agenda reports considered by the committee are available to view via the following link:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteeId=728>

Councillors can also contact the officers specified in each report for further information about each item.

Recommendation

That the report of the Audit and Governance Committee, as now presented, be noted.

Local Government (Access to Information) Act 1985 List of Background Papers

Paper	Date	Contact/Tel
Agenda & Minutes of the Audit and Governance Committee	30 June 2015	Chris Mather, Tel: 01772 533559

Reason for inclusion in Part II, if appropriate
N/A

Report of the Audit and Governance Committee - Matters for Information

The following matters were considered by the Audit and Governance Committee at its meeting on 30 June 2015:

Part I (Open to Press and Public)

Update on Treasury Management Activity

The Committee considered a review of Treasury Management activities in 2014/15. Management activities were regulated by the CIPFA Code of Practice and it was best practice to review treasury management activities on a regular basis.

The review included:

- A review of the economic conditions during 2014/15;
- Borrowing activity;
- Investment activity; and
- Actual results measured against 2014/15 Prudential indicators and Treasury Management Indicators

Decision Taken

The Committee noted the review of treasury management activities in 2014/15.

The Council's Code of Corporate Governance

The Committee considered a draft revised Code of Corporate Governance for the County Council.

It was noted that the revised Code included an updated Action Plan and sources of evidence to provide clarity about how the Council used the principles of the Code in practice.

Decision Taken

The Committee agreed:

- i. That the draft revised Code of Corporate Governance, as presented, be recommended to the Full Council for approval.
- ii. That the Full Council be recommended to agree to the Code of Corporate Governance being reviewed on an annual basis.

Internal Audit Service annual report to Lancashire County Council for 2014/15

The Committee considered the Internal Audit annual report for 2014/15.

The report summarised the work of the Internal Audit Service during 2014/15 and the key themes arising in relation to internal control, governance and risk management across the council.

Decision Taken

The Committee noted the Internal Audit annual report to the authority for 2014/15.

The Council's Annual Governance Statement 2014/15

The Committee considered a draft revised version of the Annual Governance Statement (AGS) for 2014/15.

It was noted that the revised AGS incorporated the opinions expressed in the Internal Auditor's annual report and the Council's response to the emerging governance issues.

Decision Taken

The Committee:

- i. Agreed that, subject to the Key Issues section of the Annual Governance Statement being expanded to include further details about the key strategic risks and opportunities, the draft of the AGS for 2014/15, as presented, be approved for inclusion in the draft Statement of Accounts.
- ii. Noted that the Annual Governance Statement will be signed by the Chief Executive and Leader of the Council and published on the Council's website following the final approval of the Statement of Accounts at the Committee's meeting on 28 September 2015.

External audit update report

The Committee considered an External Audit update report including progress to date with the 2014/15 audit of accounts, Value for Money (VfM) conclusion and other work. The report also provided additional information on emerging issues and developments.

Decision Taken

The Committee noted the External Audit update report.

Response of Chair of Audit Committee to Grant Thornton request for information to support its compliance with International Standards on Auditing

The Committee considered a response to Grant Thornton's request for information to support its compliance with international standards on auditing and quality control.

Decision Taken

The Committee agreed that the response to Grant Thornton's request for information to support its compliance with international standards on auditing and quality control, as presented, be approved and signed by the Chair of the Committee.

External Audit - Lancashire County Pension Fund Audit Plan 2014/15

The Committee considered a report on the External Audit Plan for the audit of the Pension Fund for 2014/15.

The Audit Plan set out the main risk areas which the audit would focus on and how the audit team planned to obtain the necessary assurances.

Decision Taken

The Committee agreed the External Audit Plans for the audit of the County Pension Fund for 2014/15, and the fees therein.

Part II (Not Open to Press and Public)

Whistleblowing, Counter- Fraud and Special Investigations Annual Report 2014/15

(Not for Publication – Exempt information as defined in Paragraphs 1, 2, 3 and 7 of Part 1 of Schedule 12A to the Local Government Act, 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interests in disclosing the information).

The Committee considered the Internal Audit Service annual whistleblowing, special investigations and counter-fraud report for 2014/15.

Decision Taken

The Committee noted the Internal Audit Service annual whistleblowing, special investigations and counter-fraud report for 2014/15.

**Meeting of the Full Council
Meeting to be held on 23 July 2015**

Report submitted by: Head of Legal and Democratic Services

Part B

Electoral Division affected:
None

Report of the Pension Fund Committee
(Annex 1 refers)

Contact for further information:
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Executive Summary

The Report of the Pension Fund Committee from its meetings on 5 June 2015 and 2 July 2015 is attached at Annex 1.

Copies of the agenda and reports considered by the Committee are available on the County Council's website at the following link:

<http://council.lancashire.gov.uk/ieListMeetings.aspx?CommitteId=183>

Members can also contact the officers specified in each report for further information about each item.

Recommendation

That the report of the Pension Fund Committee, now presented, be noted.

**Local Government (Access to Information) Act 1985
List of Background Papers**

Paper	Date	Contact/Tel
Agenda and Minutes of the Pension Fund Committee	2 July 2015 5 June 2015	Dave Gorman, (01772) 534261

Report of the Pension Fund Committee - Matters for Information

The following matters were considered by the Pension Fund Committee at its meeting on 5 June 2015.

Part I

1. Lancashire County Pension Fund - Report on Administering Authority Discretions

The Committee received a report on Administering Authority discretions, outlining proposals in relation to five key policy areas:

- Abatement of pensions
- Transfer in of pension rights
- Commutation of pensions
- Admissions and Terminations
- Bulk Transfers

There was some discussion around setting the threshold for abatement at £30k. It was suggested that the Committee would benefit from further information around commutation, a proposed Equality Impact Assessment and the increments that would result if the threshold was set lower than £30k, before going out to consultation.

Decision taken:

The Committee agreed that consideration of the recommendations set out at Appendices 'A', 'B', 'C', 'D' and 'E' of the report be deferred to the next ordinary meeting of the Committee to be held on 4 September 2015, to allow for further information to be included on the impact of different pension threshold levels, an Equality Impact Assessment and commutation of pensions.

2. Infrastructure Investment Strategy Report

The Committee received a report outlining the proposed Infrastructure Investment Strategy for the fund.

The Fund had successfully deployed 6% of the Fund in infrastructure assets. The Fund had sought a diversified portfolio of income producing infrastructure assets accepting some economic risk. This has produced net returns over the first four years of investment of around 16% per year.

The report proposed that the target of the infrastructure allocation should be a split weighted towards direct investment as follows:

Direct investment: Two thirds
Fund- based investments: One third

The report proposed that the Fund should actively build a portfolio of direct investments in regulated and economic infrastructure where the investment case

indicates that the asset will achieve at least the benchmark return of 8% per year even using a pessimistic set of assumptions.

There was a discussion around how the Committee could effectively be kept up to date on the work of the Investment Panel. It was agreed that the Director of the Pension Fund would discuss options with the Chair in due course, having regard to the issues of corporate confidentiality.

Decision taken:

The Committee approved the Infrastructure Investment Strategy.

3. Lancashire County Pension Fund - Annual Governance Statement 2014/15

The Committee received the LCPF Annual Governance Statement 2014/15. The statement outlined the Fund's responsibilities, the Governance Framework, measurement of quality of services, definition of roles and responsibilities, a review of the effectiveness of the decision making framework, fulfilling the core functions of an Audit Committee and compliance with laws and regulations, a review of effectiveness, and actions planned for 2015/16.

Decision taken:

The Committee approved the statement to be signed by the Chair and Director of the Pension Fund.

4. Your Pension Service - Annual Administration Report

The Committee received the Annual Administration Report for Your Pension Service, describing the performance of Your Pension Service against the standards set out in the SLA during 2014/15, including performance, customer service, legislative change, appeals, e-development and charges.

Decision taken:

The Committee noted the report.

5. Responsible Investment

The Committee considered an update on the Fund's 'Responsible Investment (RI)' related activities.

The report provided the latest quarterly update for the Committee on the work undertaken on the Fund's behalf by Pensions and Investment Research Consultants Ltd (PIRC) in accordance with current voting guidelines and the engagement activity undertaken by LAPFF. It was noted that during the period 01 January 2015 to 31 March 2015 the Fund had voted on 441 occasions and had opposed or abstained in 27% of votes.

The report also included an updated action plan from the Member Working Group on RI. The Committee were informed that additional resource had been allocated to this

area, and a project to map work in this area was ongoing, with a view to bringing a proposal to the Committee regarding how the work was managed and aspirations for the RI work. This would be brought to the meeting scheduled for 04 September 2015.

The Committee was informed that LAPFF had proposed a mentoring scheme to support investment officers and managers working in the Pension industry. It was suggested that the Chair should be consulted and a further report brought to the meeting scheduled for 02 July 2015 for the Committee's consideration.

Decision taken:

The Committee:

- (i) Noted the report;
- (ii) Noted that a further report on the mentoring scheme be received at the meeting scheduled for 2 July 2015.

6. Internal Audit Service Annual Report 2014/15 and Plan 2015/16

The Committee considered the internal audit annual report for the Lancashire County Pension Fund.

Based on the internal audit work undertaken during the year, the internal audit service was able to provide substantial assurance around the internal controls in place for the Pension Fund. Further details around the areas of administration, the accounting system and investment management were presented.

The Committee also received details of the internal audit plan of work for 2015/16.

Decision taken:

The Committee:

- (i) Noted the internal audit annual report for 2014/15;
- (ii) Approved the internal audit plan for 2015/16.

Part II

7. Investment Panel Report

(Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act, 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information)

Aoifinn Devitt, a new independent advisor to the Pension Fund, was welcomed to the meeting.

The Committee received a report from the Investment Panel setting out the work of the Panel from its meeting held on 26 March 2015, and giving market context for the second quarter.

The Committee's attention was specifically drawn to the following key areas considered by the Panel:

- The Investment and Market Context in which the Fund is operating
- Annual Property Manager Review
- Infrastructure Strategy Paper
- Further Credit Allocations
- Liability Management
- Investment Panel Work-plan

Decision taken:

The Committee noted the report.

8. Investment Performance Report

(Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act, 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information)

The Committee considered a report on the performance of the Fund as at 31 March 2015, focussing on the key areas of:

- the funding position;
- cash flow
- fund investment performance;
- manager performance
- investment allocations; and
- risk management of the Fund including liability, credit, liquidity, investment and operational risks.

Decision taken:

The Committee noted the report.

9. Creation of an Asset and Liability Management Partnership with the London Pension Fund Authority

(Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act, 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information)

The Committee considered a further report on the positive progress of discussions with the London Pensions Fund Authority (LPFA) on the creation of an Asset and Liability Management Partnership in furtherance of the Committee's support for increased collaboration between LGPS Funds.

A high level business case for the LCPF/LPFA Asset and Liability Management was presented at annex 3 to the report. The Committee was asked to note the benefits set out in the business case.

Committee members were encouraged to attend the workshops run by the Director of the Pension Fund in advance of the special meeting of the Committee on 2 July which would give further consideration to the proposals.

Decision taken:

The Committee:

- (i) Noted the content of the report and progress made in discussions with the LPFA;
- (ii) Noted the minutes of the Joint Member Working Group;
- (iii) Approved the Sovereignty Agreement;
- (iv) Noted the business case.

The following matters were considered by the Pension Fund Committee at its meeting on 2 July 2015.

Part I

1. Local Authority Pension Fund Forum - Mentoring Proposal

The Committee considered a report setting out further details of a mentoring scheme to be offered by the Local Authority Pension Fund Forum (LAPFF). This followed a report on the mentoring scheme considered by the Committee at its meeting on 5 June 2015.

Having consulted with the Chair, as agreed at the 5 June meeting, it was now proposed that feedback from officer participation in the first phase of the scheme be awaited prior to a decision being taken on participation by Committee Members in future phases.

Decision taken:

The Committee:

- (i) Agreed to await feedback on the benefits of the mentoring scheme from an officer of the Fund who has volunteered to participate in the first phase;
- (ii) Agreed that, subject to receiving positive feedback, the Committee seeks to facilitate member participation in future phases.

Part II

2. Creation of an Asset and Liability Management Partnership with the London Pension Fund Authority

The Committee considered a report on the creation of an Asset and Liability Management Partnership with the London Pension Fund Authority.

Decision taken:

The Committee:

- (i) Approved the proposal to proceed further with the creation of the Asset and Liability Management Partnership;
- (ii) Approved the preparation and submission of an application to the FCA for registration of both an operator and an Authorised Contractual Scheme, including identifying named individuals, from within those staff identified as being in scope, to perform specific regulated functions;
- (iii) Instructed Officers to prepare a 5 year business plan for the entire operation of the Partnership both in support of the FCA application, which requires a 5 year plan, and in order to facilitate a final decision on viability in November;
- (iv) Authorised Officers and the Joint Member Working Group to undertake the following actions in support of the above processes:
 - a. The appointment through procurement of a depositary for the ACS;
 - b. The appointment through a recruitment process undertaken by the Joint Member Working Group of an Independent Chair and 3 Independent Non-Executive Directors for the Partnership.
 - c. The designation of individuals to carry out regulated functions within the FCA regulated business from within the staff in scope to form part of the new entities.
 - d. To secure external advice in the following areas to support this work, in addition to the legal advice and FCA consultancy already commissioned:
 - i. Specialist advisors for the procurement of the depositary and associated asset servicing functions;
 - ii. Recruitment consultants to support the recruitment of non-executives to the Board.
 - iii. A financial and tax adviser for the development of the business plan for the new corporate entity.
 - iv. A tax adviser in relation to the ACS and the transition of assets to the ACS.
 - v. A specialist in pensions related communications to assist the two Funds in ensuring that consistent key messages reach fund members and employers as well as other immediate stakeholders such as external clients.
 - vi. Any other additional specialist advice that might be required in order to achieve the submission of the FCA application within the allocated budget.
- (v) Allocated resources of £595,000, the costs to be met equally by the two funds for this work;
- (vi) Noted that the Director of Governance, Finance and Public Services and the Interim Director of Financial Resources have commissioned independent financial and legal advice to support the Council and the Pension Fund Committee in the remaining stages of the process, to be funded through the release of contract provisions maintained by the Pension Fund Service that are not required for their original purpose;
- (vii) Approved that LCC and the LPFA be invited to each nominate an individual as a shareholder appointed non-executive director, using their own appointment processes;

Meeting of the Full Council Meeting to be held on 23 July 2015

Report submitted by: The Chief Executive

Part B

Electoral Division affected:
None

Report of the Urgency Committee

Contact for further information:
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Executive Summary

This report sets out a decision of the Chief Executive under the Council's Urgent Business Procedure on behalf of the Urgency Committee.

Recommendation

The Full Council is asked to note the report.

Background and Advice

Since the last meeting of the Full Council, the Chief Executive has, in consultation with the chair and deputy chair of the Urgency Committee, taken the following decision under the Urgent Business Procedure on behalf of the Urgency Committee:

- **Health and Wellbeing Board**

Approval has been given to a number of proposals to improve the effectiveness of the Health and Wellbeing Board including a refreshed terms of reference and some additional Board members, as well as the appointment of the Leader of the Council as chair of the Board.

The Urgent Business Procedure was used to enable the new arrangements to be implemented in time for the next Board meeting on 16 July, 2015.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

No significant risks have been identified.

**Local Government (Access to Information) Act 1985
List of Background Papers**

Paper	Date	Contact/Tel
Items of Urgent Business		Chris Mather, 01772 533559

Reason for inclusion in Part II, if appropriate

N/A

**Meeting of the Full Council
Meeting to be held on 23 July 2015**

Report submitted by: The Chief Executive

Part B

Electoral Division affected:
None

**Report of the Lancashire Combined Fire Authority
(Annex 1 refers)**

Contact for further information:
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Executive Summary

Annex 1 sets out a summary report of the Lancashire Combined Fire Authority following its meeting on the 22 June 2015, which is now presented to the Full Council for information.

Recommendation

That the report of the Lancashire Combined Fire Authority, as now presented, be noted.

**Local Government (Access to Information) Act 1985
List of Background Papers**

Paper	Date	Contact/Tel
Proceedings of the Lancashire Combined Fire Authority	22 June 2015	Diane Brooks Lancashire Fire & Rescue Service

Reason for inclusion in Part II, if appropriate

N/A

Report of the Lancashire Combined Fire Authority (CFA) - 22 June 2015

1. Combined Fire Authority Annual General Meeting (AGM)

The meeting held 22 June was the Authority's AGM and Members appointed County Councillors F De Molfetta and M Parkinson as Chairman and Vice-Chairman of the Authority respectively for 2015/16.

2. Welcome to New Members

The Chairman welcomed new Members, Councillor Allan Matthews and Councillor Tony Williams from Blackpool Council. He thanked the continuing Members for their contributions to the work of the Authority over the past year and looked forward to another excellent year working together for Lancashire residents.

3. Re-Appointment of Independent Person

As required by the Localism Act 2011, the Authority has a duty to promote and maintain high standards of Members which include the appointment of one or more Independent Persons. Following consideration, the Authority re-appointed Mrs Hilary Banks as its Independent Person for a further period of 2 years until the CFA AGM in June 2017.

4. Safety, Health and Environment Annual Review

The Authority considered the Safety, Health and Environment Annual Review Report for Lancashire Fire & Rescue Service covering the period 1 April 2014 to 31 March 2015. As the body with ultimate responsibility for staff health, safety and environmental compliance it is important that all CFA Members are aware of performance in this respect. The report therefore provided a summary of key actions, overall progress and outturn performance in respect of accidents and near misses and carbon emissions, together with a look forward.

The report summarised the arrangements in place to deliver the Service's Health and Safety Policy and provided a summary of health, safety and environment performance data. It included the reporting on occupational safety, health and environmental issues that had arisen during the period 1 April 2014 – 31 March 2015.

The Director of People and Development was pleased to report that 2014/15 had seen a very positive year in terms of overall safety, health and environment performance. The number of accidents to LFRS staff was the second lowest on record with 64 events being reported of which only 21 resulted in lost time. Manual handling related activities accounted for the largest number of accidents within the Service which would be focussed on through refresher training for operational personnel during 2015/16. LFRS continued to deliver projects to reduce its carbon emissions. The health and safety and environment management systems would continue to be developed and this was supported by external reviews that advocated robust policies, systems and a positive culture were in place within the Service.

5. Community Fire Safety

This report included information for the 2 Unitary and 12 District Authorities relating to Community Fire Safety Initiatives and Fires and Incidents of particular interest.

As part of this report Area Manager Ben Norman gave a presentation to Members on water safety. In 1997 the Service attended 10 water related incidents per annum and since then there had been an increase in these types of incidents from young people swimming in reservoirs and from those who found themselves in fast flowing rivers. In 2007 the annual number of incidents had risen to 95 incidents and now the Service was looking at 150-170 water related incidents per annum. Water related deaths affected young males disproportionately and was the third most common cause of death amongst young people.

Sadly, on 22 June 2014, James Goodship lost his life in a reservoir in Foulridge, Nelson. James' family wanted to raise awareness and promote the importance of water safety and together with the Service's Corporate Communications Department had the courage to produce two videos which can be accessed by following the links:

<https://vimeo.com/channels/lancsfrs/122651517>

<https://vimeo.com/channels/lancsfrs/122896724>

These videos were being shown in schools and had been circulated to other Fire and Rescue Services to use.

FRANK DE MOLFETTA
Chairman

LFRS
Fulwood

Meeting of the Full Council – 23 July 2015

Agenda Part C - Notices of Motion submitted under Procedural Standing Order 14. 2.1(a)

1. By County Councillor Geoff Driver:

"The Chadwick Centre provides education for some vulnerable and troubled children and young people and it is extremely disappointing that following its recent inspection, Ofsted has classified it as 'inadequate' and said it is in need of 'special measures'.

Council therefore instructs the Officers to report to an early meeting of the Education Scrutiny Committee setting out the measures proposed to address the very serious problems highlighted in Ofsted's report."

2. By County Councillor Geoff Driver:

"Following the report to the Executive Scrutiny Committee on 19 May 2015 on the revised contract for the supply of electricity for street lights, Council is concerned that the information requested on the comparative costs of the new arrangements has still not been provided. Council therefore instructs the officers to report to an early meeting of the Scrutiny Committee:

- (i) Setting out the difference between the likely costs the County Council would have incurred in 2015/2016 if the lowest tender under the original and aborted tender process had been accepted and the likely costs the County Council will incur in 2015/2016 under the arrangements and new contract agreed by the Executive Scrutiny Committee.
- (ii) Explaining why the terms of the County Council's proposed contract were not acceptable to the company which submitted the lowest tender under the original tender exercise."

3. By County Councillor Graham Gooch:

"Council is concerned to learn that the number of people killed and seriously injured on Lancashire's roads increased by 14 per cent in 2014/2015 and therefore instructs the officers to report to the Health Scrutiny Committee setting out the measures proposed to reverse this alarming trend."

23 July 2015

